

No. _____

NONDISCRIMINATION AND EQUAL OPPORTUNITY/ACCESS
INTERNAL COMPLAINT FORM

Nicole Poston 330-312-0102
NAME OF COMPLAINANT TELEPHONE NUMBER
3407 Trade Winds Cove NW, Canton, OH 44708
ADDRESS

RELATIONSHIP TO THE SCHOOL DISTRICT:

____ EMPLOYEE

☒ TEACHER

____ OTHER _____ (POSITION)

____ OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/18/15-- SPED meeting with Elaine Karp after Convocation. Handout was IEP
checklist to be used when writing IEPs. Was not in accessible format (large print,
18 font size). District has been told repeatedly to provide documents in large print.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Accommodation meeting with administration, as I have requested.

Meeting with BOE.

Nicole Poston
COMPLAINANT

9-6-15
DATE

Internal Office Use Only

DATE RECEIVED BY DISTRICT'S CIVIL RIGHTS COORDINATOR:

9-9-15

INTERNAL COMPLAINT - STEP 1
INVESTIGATION/CONFERENCE WITH CIVIL RIGHTS COORDINATOR

A CONFERENCE WAS HELD ON N/A, AT N/A
 (Date) (Time)

AND MATTERS PERTAINING TO THE FOLLOWING ALLEGED COMPLAINT WERE DISCUSSED.

BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/18/15- SPED meeting with Elaine Karp. Handout was not in 18 font

(large print) format.

DISPOSITION OF ALLEGED COMPLAINT:

No disposition was given. Failure of administration to conduct investigation and
meeting, as outlined in Board Policy.

N/A N/A
 DISTRICT'S CIVIL RIGHTS COORDINATOR DATE

=====

IF YOU WISH TO APPEAL THIS DECISION TO THE SUPERINTENDENT, SIGN BELOW AND DELIVER TO THE SUPERINTENDENT'S OFFICE WITHIN FIVE (5) BUSINESS DAYS OF RECEIPT OF THE CIVIL RIGHTS COORDINATOR'S DECISION.

Nicole Poston 10-1-15
 COMPLAINANT DATE

Internal Office Use Only

DATE RECEIVED BY SUPERINTENDENT'S OFFICE: 10/1/15

No. _____

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3407 Trade Winds Cove NW, Canton, OH 44708
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RELATIONSHIP TO THE SCHOOL DISTRICT:

____ EMPLOYEE

☒ TEACHER

____ OTHER _____ (POSITION)

____ OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/18/15-- Building-wide staff meeting at MIS/MJHS @ 10am. Presentation was not
made accessible and handout (PBIS Folder) was not in large print (18 font) but
received same as everyone else.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Accommodation meeting with administration, as I have requested.

Meeting with BOE.

Nicole Poston
COMPLAINANT

9-6-15
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____ EMPLOYEE

X TEACHER

____ OTHER _____ (POSITION)

____ OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/19/15-- PD session "Highly Effective TBT's" by SST9. Powerpoint presentation
and handouts not in accessible format, large print (18 font). Administration has
been asked repeatedly to provide PD materials in accessible, large print format.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Accommodation meeting with administration, as I have asked.

Meeting with BOE.

Nicole Poston 9-6-15
COMPLAINANT DATE

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INTERNAL COMPLAINT - STEP 1
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 (Date) (Time)

AND MATTERS PERTAINING TO THE FOLLOWING ALLEGED COMPLAINT WERE DISCUSSED.

BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/19/15- PD session "Highly Effective TBT's" by SST9. Powerpoint and
handouts were not in accessible format (large print, 18 font).

DISPOSITION OF ALLEGED COMPLAINT:

No disposition was given. Failure of administration to conduct investigation and
meeting, as outlined in Board Policy.

N/A N/A
 DISTRICT'S CIVIL RIGHTS COORDINATOR DATE

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IF YOU WISH TO APPEAL THIS DECISION TO THE SUPERINTENDENT, SIGN BELOW AND DELIVER TO THE SUPERINTENDENT'S OFFICE WITHIN FIVE (5) BUSINESS DAYS OF RECEIPT OF THE CIVIL RIGHTS COORDINATOR'S DECISION.

Nicole Pasten 10-1-15
 COMPLAINANT DATE

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ADDRESS

RELATIONSHIP TO THE SCHOOL DISTRICT:

 EMPLOYEE
 X TEACHER
 OTHER _____ (POSITION)
 OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/19/15-- PD session by Brian McNulty. Powerpoint presentation not accessible.

Handout was not in large print (18 font). Administration has been asked repeatedly
to provide documents at PD sessions in accessible, large print format.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Accommodation meeting with administration, as I have asked.

Meeting with BOE.

Nicole Poston 9-6-15
COMPLAINANT DATE

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DATE RECEIVED BY DISTRICT'S CIVIL RIGHTS COORDINATOR: 9-9-15

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 (Date) (Time)

AND MATTERS PERTAINING TO THE FOLLOWING ALLEGED COMPLAINT WERE DISCUSSED.

BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/19/15- PD session by Brian McNulty. Powerpoint presentation was not
accessible and handout was not in 18 font (large print format).

DISPOSITION OF ALLEGED COMPLAINT:

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meeting, as outlined in Board Policy.

N/A N/A
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Nicco Pastor
 COMPLAINANT

10-1-15
 DATE

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ADDRESS

RELATIONSHIP TO THE SCHOOL DISTRICT:

 EMPLOYEE

 X TEACHER

 OTHER _____ (POSITION)

 OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/19/15-- PD session "Educating for All" presented by Kris Blair.

No presentation materials were provided in accessible format, large print (18 font).

Administration has been repeatedly asked to provide PD materials in accessible,
large print format.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Accommodation meeting with administration, as I have asked.

Meeting with BOE.

Nicole Poston 9-6-15
COMPLAINANT DATE

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DATE RECEIVED BY DISTRICT'S CIVIL RIGHTS COORDINATOR: 9-9-15

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A CONFERENCE WAS HELD ON N/A, AT N/A
 (Date) (Time)

AND MATTERS PERTAINING TO THE FOLLOWING ALLEGED COMPLAINT WERE DISCUSSED.

BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/19/15- PD session "Educating for All" presented by Kris Blair.

No presentation materials were provided in accessible format (large print).

DISPOSITION OF ALLEGED COMPLAINT:

No disposition was given. Failure of administration to conduct investigation and
meeting, as outlined in Board Policy.

N/A N/A
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Nicole Porter 10-1-15
 COMPLAINANT DATE

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ADDRESS

RELATIONSHIP TO THE SCHOOL DISTRICT:

☐ EMPLOYEE☒ TEACHER☐ OTHER _____ (POSITION)☐ OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/20/15-- Forms to be filled out were put in mailbox. They were contact
information, medical emergency, and sunshine committee forms. Were the same
forms everyone else received and were not in accessible format, large print (18
font). Administration was told only forms mailed home could be regular print size.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Forms provided in accessible format. Accommodation meeting with administration,
as I have asked for. Meeting with BOE.

Nicole Poston
COMPLAINANT

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A CONFERENCE WAS HELD ON N/A, AT N/A
 (Date) (Time)

AND MATTERS PERTAINING TO THE FOLLOWING ALLEGED COMPLAINT WERE DISCUSSED.

BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/20/15- Forms to be filled out were placed in mailbox at school, including
emergency medical, contact information, and sunshine committee. None were
in accessible format (large print, 18 font).

DISPOSITION OF ALLEGED COMPLAINT:

No disposition was given. Failure of administration to conduct investigation and
meeting, as outlined in Board Policy.

N/A N/A
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____ EMPLOYEE

☒ TEACHER

____ OTHER _____ (POSITION)

____ OTHER _____ (DESCRIBE)

STATEMENT/NATURE OF COMPLAINT (INCLUDING DATE OF ALLEGED DISCRIMINATION):

8/31/15-- The "Staff Education Technology Acceptable Use and Safety Agreement"
was put in my mailbox in regular size font (10 font), not large print (18 font). It was
in the same format as all other staff received. Administration is well aware of the
the need for large print format.

WHAT ACTION ARE YOU REQUESTING? (i.e. RELIEF SOUGHT):

Internet and email service remains active and in tact until accommodation is
provided with accessible, large print format. Accommodation meeting with
administration, as I have asked for. Meeting with BOE.

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COMPLAINANT

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BRIEF DESCRIPTION OF ALLEGED COMPLAINT:

8/31/15- The "Staff Education Technology Acceptable Use and Safety
Agreement" was placed in school mailbox in regular size font (10 font), not
large print (18 font).

DISPOSITION OF ALLEGED COMPLAINT:

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meeting, as outlined in Board Policy.

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